

**WASHINGTON PARISH COMMUNICATIONS DISTRICT**  
**Minutes of September 2, 2014**

A properly advertised Washington Parish Communications District Board meeting was held on September 2, 2014 at 54100 Dollar Road, Franklinton, LA at 6:00 PM.

Members present were:	Mr. James Coleman	Chairman
	Mr. Mike Stogner	Vice-Chairman
	Mrs. Cynthia August	Secretary
	Mr. Mike Corkern	

Members absent were:	Mr. Gary Fenner	Treasurer
	Mr. Jason Verret	
	Stephen Richardson	

Others present were:	Joanna Thomas	Director
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Chairman Coleman called the meeting to order at the appointed time of 6:00 p.m. Ms. August opened with prayer and the pledge of allegiance to the flag of the United States.

**ROLL CALL OF BOARD MEMBERS**

Mrs. Thomas called the roll. The results of that roll call are recorded above.

A meeting was not held in August, 2014.

Mr. Coleman called for a motion to dispense with the reading of the minutes from the July, 2014, meeting. The minutes were mailed out to each member prior to this meeting. Mr. Corkern made the motion to dispense with the reading of the July meeting minutes. Ms. August seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for a motion to approve the July, 2014, meeting minutes and approve the recommendations of the committee. Mr. Corkern made the motion to approve the July, 2014, meeting minutes and approve the recommendations of the committee. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

**DIRECTOR'S REPORT**

This office has been active during the month of July and August with both the normal daily operational issues of the office plus supporting our special projects.

***Daily Operations***

All 9-1-1 equipment is operational and working well. For the month of July we issued 40 new addresses they were:

Franklinton	19
Bogalusa	08
Mt. Hermon	01
Pine	09
Varnado	03
Total	40

For the month of August we issued 25 new addresses they were:

Franklinton	15
Angie	02
Bogalusa	03
Pine	04
Varnado	01
Total	25

The accounting system is working well. I continue to input the monthly financial data. Mr. Coleman has reviewed the accounting for the month of July and August due to illness of Mr. Fenner.

Mrs. Moore continues to do the addressing and both Ms Moore and Ms Jones continuing to work on map updates on a daily basis.

### ***Special Projects***

I was in New Orleans between July 31 and August 6 for the annual APCO national conference. I earned 10 hours of continuing education hours for my APCO recertification requirements. It was very interesting to listen and get a better understanding of all the new and advanced technology that is coming in the future. I appreciate the board for allowing me to stay up to date on 9-1-1 related issues.

These have been an interesting and productive month for our office. I would like to thank the board for their support and inputs.

Chairman Coleman called for any questions concerning the Director's Report. Hearing none, Chairman Coleman called for a motion to accept and approve the Director's report. Ms. August made the motion to accept and approve the Director's Report as given. Mr. Corkern seconded the motion. Motion passed by a unanimous vote.

## CHAIRMAN'S REPORT

### Public 911 Education

The site was visited by 76 new users with 223 page hits in August.

### Communications Center

Repairs are ongoing on the fire alarm and control system which was damaged in June by a voltage surge.. Completion is expected this month. Since the cost will exceed our \$5,000 deductible, our insurance company has been notified.

### Special Projects

A six month effort to correct an ongoing billing dispute with AT&T concerning our long distance plan has been resolved. A credit of \$ 3,179 has been posted to our account.

A meeting is scheduled for September 9, 2014, to discuss the steps necessary to have the Louisiana Legislature raise our cell phone 911 fee from \$ 0.85 per phone to \$ 2.00 per phone during the 2015 legislative session. The

### Capital Budget

Progress on the 2014 Capital Budget items are as follows:

#### Capital Projects

		<b>Cost 2014</b>	<b>Status</b>
Complete Audio Visual Install			
Security Camera System	1	\$ 6,693	Completed
Conference Room and Director's Office	1	\$ 3,371	Completed
Complete Fire Department tone out pads	2	\$ 4,000	Completed
IT - Full Raytheon radio "patching" capabilities	3	\$ 5,000	Completed
IT- Install weather data collector	4	\$ 8,000	Completed
Replace dispatcher map software with updated version	5	\$ 9,000	Quote Received
Install fence protecting secondary towers and air condition units	6	\$ 6,000	Completed
IT- Support during the replacement of dispatcher map software	7	\$ 1,000	Quote Received
Fill erosion by evaporation pond with rock	8	\$ 1,500	Quote Requested
Install satellite telephone in radio bunker.	9	\$ 500	In Process
IT- Add email of phone messages on two phones in Incident Command	10	\$ 500	Completed
IT- Add four digit security code to phone system	11	\$ 500	Completed

## **Conclusions**

The challenges of fine tuning and improving our system continues. I would like to thank both the board, Mrs Thomas and her staff for their hard work on the many complex challenges currently facing us.

Chairman Coleman called for any questions concerning the Chairman's Report. Hearing none, Chairman Coleman called for a motion to accept and approve the Chairman's report. Mr. Stogner made the motion to accept and approve the Chairman's Report as given. Ms. August seconded the motion. Motion passed by a unanimous vote.

## **TREASURER'S REPORT**

Mr. Coleman reviewed the July and August, 2014 financial statements beginning with the balance sheet, both assets and liabilities. He then reviewed the income and budget statements. Next, he reviewed the check register, cash receipts, the account reconciliation statement, the YTD spending compared to the 2014 budget and the 911 funds statement with cash disbursements.

Chairman Coleman called for a motion to accept and approve the Treasurer's report, the July and August, 2014, financial statements, checklist, and YTD spending as compared to the 2014 budget. Ms. August made the motion to accept and approve the Treasurer's report, the July and August, 2014, financial statements, checklist, and YTD spending as compared to the 2014 budget. Mr. Mike Corkern seconded the motion. Motion passed by a unanimous vote.

## **OLD/NEW BUSINESS**

Mr. Coleman reviewed a proposed resolution entitled, "A RESOLUTION REQUESTING THE WASHINGTON PARISH LEGISLATIVE DELEGATION DRAFT AND SUPPORT LOCAL LEGISLATION RELATIVE TO THE WASHINGTON PARISH COMMUNICATIONS DISTRICT, TO PROVIDE FOR THE ASSESSMENT OF A FIXED RATE SERVICE CHARGE FOR WIRELESS COMMERCIAL MOBILE RADIO SERVICE CONNECTIONS". Mr. Foil then commented on the legal issues of this resolution.

Chairman Coleman called for a motion to approve the resolution. Mr. Stogner made the motion to approve the resolution. Ms. August seconded the motion. Motion passed by a unanimous vote. The resolution is herein attached and made part of these minutes.

Chairman Coleman said that he and Joanna Thomas would review the resolution with Parish President Thomas and Senator Nevers.

## **COMMITTEE REPORTS**

There were no committee reports.

## **PUBLIC PARTICIPATION**

There was no participation by the public.

Mr. Stognr made the motion to adjourn. Ms. August seconded the motion. Motion passed by a unanimous vote. Meeting of the Board adjourned at 7:00 PM.

As recorded by: Mrs. Joanna Thomas.

Approved by: \_\_\_\_\_  
Mrs. Cynthia August, Secretary

**WASHINGTON PARISH COMMUNICATIONS DISTRICT**  
**54100 Dollar Road**  
**Franklinton, Louisiana 70438**  
**(985) 839-5625**

**RESOLUTION**  
**Resolution No. 01 -2014**

**A RESOLUTION REQUESTING THE WASHINGTON PARISH  
LEGISLATIVE DELEGATION DRAFT AND SUPPORT LOCAL  
LEGISLATION RELATIVE TO THE WASHINGTON PARISH  
COMMUNICATIONS DISTRICT, TO PROVIDE FOR THE ASSESSMENT  
OF A FIXED RATE SERVICE CHARGE FOR WIRELESS COMMERCIAL  
MOBILE RADIO SERVICE CONNECTIONS**

**WHEREAS**, the public has high expectations for effective and accessible 9-1-1 emergency services regardless of the communications technology used or the means of purchasing the technology; the funding of wireless 9-1-1 emergency services is critical to meeting the public's expectations for effective and accessible 9-1-1 services; and

**WHEREAS**, the Washington Parish Communications District is dedicated to provide such a service for its citizenry and acquires the funding to do so by the assessment of a fee not to exceed five percent (5%) upon the tariff rate of both residential and commercial wireline telephone subscribers per month and \$0.85 per month on wireless commercial mobile radio service (CMRS) connections whose subscribers who's billing address is within the Parish; and,

**WHEREAS**, the public has come to expect that their "telephone" will provide immediate access to emergency services by dialing "9-1-1," that their call will be answered by local personnel who can dispatch first responders to the scene, and that their location and phone number will be provided automatically; and

**WHEREAS**, the much of the equipment necessary for the reception of 9-1-1 emergency telephone calls in Washington Parish, along with the dispatching of emergency responders, has reached the end of its useful life and has become obsolete, thus endangering the health and well-being of the citizens of Washington Parish; and

**WHEREAS**, this presently used obsolete equipment is not capable of receiving data transmissions of photos and video from wireless commercial mobile radio service devices; and,

**WHEREAS**, the Federal Communications Commission (FCC) in its SECOND REPORT AND ORDER AND THIRD FURTHER NOTICE OF PROPOSED RULEMAKING, Adopted: August 8, 2014, states, "we affirm the Commission's commitment to ensuring access to emergency services for all Americans. The Commission's rules must evolve as legacy networks and services transition to next generation technologies, and as consumer expectations and needs evolve. Current

trends in mobile wireless usage show the continued evolution from a predominantly voice-driven medium of communication to one based more on text and data transmissions. “

**NOW, THEREFORE BE IT RESOLVED**, by the Washington Parish Communications District Board, that the Washington Parish Legislative Delegation be requested to draft and support local legislation for the purpose of collecting a fixed rate service charge not to exceed two dollars per month per wireless commercial mobile radio service (CMRS) connection in order to fund the repair, improvement and operation of necessary equipment and facilities needed for this vital infrastructure utilizing next generation technologies in the parish of Washington through fees payable directly to the Washington Parish Communications; and,

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to the Washington Parish Council for concurrence and all of the members of Washington Parish’s Legislative Delegation.

**WHEREUPON** the motion was put to a vote and the vote thereon was as follows:

**YEAS: COLEMAN, AUGUST, STOGNER, CORKERN**

**NAYS: 0**

**ABSENT AND NOT VOTING: VERRET, FENNER, RICHARDSON**

I, Cynthia August, Secretary of the Washington Parish Communications District Board, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the assembled Board during regular meeting held on September 2, 2014.

Given under my official signature on this 2nd day of September, 2014.

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Cynthia August, Secretary  
Washington Parish Communications District